

APPENDIX 1: Consultation responses

	Consultation comments (verbatim/anonymised)	HDC response
1	<p>One paragraph as quoted below causes some concern "4.12 Each application allows a request for one collection date only. No bulk booking of future dates will be accepted on multiple or simultaneous applications. This is to ensure a fair booking process and allow availability of dates to a wider range of charities" As co-ordinator of the Club's Christmas collections, it is important that our members know in advance the date of collections to ensure sufficient manning. In the past I have been able to apply for a number of dates during December on one application. It would seem that your intention is to restrict organizations such as ours to a single date. I hope that is not the case and that some discretion can be built into the system of licencing</p>	<p>No change to the policy made. This point has not changed since the last version of the policy, it is designed that way so one individual charity cannot monopolise dates at the disadvantage of other charities.</p>
2	<p>Having reviewed the Charity collections policy, the following points have been noted.</p> <p>1. Charity Collections Policy Pages 1 to 9 4. Administration of Charity Street Collections: 4.9 Should the word charity be added within: "All public streets in the area will be restricted to one "charity" collection per month"?</p> <p>5. House to House Collections 2. Appendix A, Pages 10 to 12 There seems to issues in this section with the numbering of sub points. 15. Either point b) is missing or point c) should be changed to b) Following the above point, the numbering commences at 3 and 4, either 1 and 2 are missing or 3 and 4 should be changed to 1 and 2.</p> <p>Appendix B – Financial Return</p> <p>Should point (2) be aligned with point (1) rather than aligned with points (a), (b) and (c)?</p>	<p>Amended in the policy</p> <p>Amended in the policy</p>

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<p>I also have a question regarding completing the financial return see the section I have highlighted in red below and my question follows this.</p> <p><i>Appendix B – Financial Return</i></p> <p><i>(2) The said person shall also, within the same period, at the expense of that person and after a qualified accountant has given his certificate under paragraph (1) (a), publish in such newspaper or newspapers as the SLS may direct, a statement showing the name of the person to whom the permit has been granted, the area to which the permit relates, the name of the charity or fund to benefit, the date of the collection, the amount collected and the amount of the expenses any payments incurred in connection with such collection</i></p> <p>Guide Dog branches are now taking contactless payments and as a branch we are notified by Guide Dogs group banking department the total receipts processed and can include this in our return however any processing charges for each receipt are not usually notified to each branch. They will be recorded within the Guide Dog company accounts as an expense as per point 4.23 in Section 4 of Administration of Charity Street Collections however please clarify if processing charges are required on the financial return as I am not sure that charges will be broken down by individual receipts? If processing charges are not considered expenses for any payments incurred, then maybe this sections need rewording to be clearer.</p>	<p>No changes made. Points 1 and 2 describe the two requirements for the financial return and though they are linked they are different actions which the collector needs to undertake.</p> <p>Processing charges should be included within your return under the expenses section on the returns form.</p>
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